



Connecting People from all Walks of Life

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June 30, 2003

Ms. Sharon Johnson  
Leon County Facilities Management  
301 S. Monroe Street  
Tallahassee, FL 32301

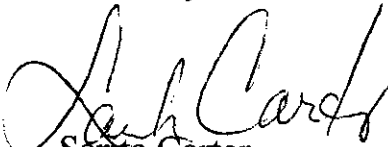
Dear Ms. Johnson:

This purpose of this letter is to request the extension of Step One's current contract with The Leon County Board of Commissioners.

It has been both an experience and a pleasure serving the employees and the general public of Leon County for the past two years. Step One is requesting a 3% annual raise to provide efficient and professional services.

Thank you for the opportunity you have given Step One and I look forward to servicing Leon County.

Sincerely,

  
Sarita Carter  
Owner

